

SAN JOAQUIN COUNTY CHILDREN AND FAMILIES COMMISSION

----- MEETING SUMMARY -----

*Public Health Auditorium
1601 East Hazelton Avenue
Stockton, CA 95202*

Thursday, March 8, 2001 – 7:07 a.m.

<<Approved April 12, 2001>>

1. Meeting was called to order by Chair Mitchell at 7:07 a.m. Commissioner Snider, Commissioner Vera, Commissioner Gutierrez, Commissioner Adubofour, Vice-Chair Fujii and Chair Mitchell was in attendance. Commissioner Flenoy-Kelley was absent. Commissioner Mitchell asked that it be noted they had a quorum. Commissioner de Polo arrived at 7:08 a.m.

2. Approval of Minutes for February 22, 2001.

Motion: Approve minutes of meeting of February 22, 2001. (Fuji/Snider - Motion passed 5-0-1(abstention by Gutierrez).

3. Program Coordinators (PC) Report

Commissioners were updated on the negotiations with the Rnd 2 agencies. She noted that the timeline for contracts going to the Board of Supervisors had been delayed. A few "Draft of Clarifications" had still not been received from the funded agencies. She updated the Commission on her meetings with Rnd 2 agencies that needed technical assistance as well as met with Rnd 2 agencies with potentials for co-operative opportunities. The Mini Grants have been released and are being sent as requested. The contractor's manual was given as a draft (handout) to Commissioners to review. She informed the Commission that Commissioner Adubofour, Commissioner Fujii, and Commissioner Flenoy-Kelley have been re-appointed to the Commission for another term.

Commissioners discussed integrated systems within San Joaquin County and the forms within the contractor's manual that agencies will use for programmatic reporting.

Paul Harder (Harder + Co) spoke about using resources to help create an integrated system.

Commissioner Gutierrez suggested that the Commissioners could do site visits and get involved in the programs the Commission has funded.

4. Distribution of Kits for New Parents

The PC updated the Commission on the Kits for New Parents and asked for suggestions on how to distribute the kits. Each kit contains videos, a book and other informative materials for new parents on how to have a healthy child.

Shanda Wallace/Family Preservation Family Support Oral Health- felt that the kits could be distributed at Lamaze classes.

Commissioner Adubofour suggested there are possible distribution systems in place already and could include Lamaze classes, hospital discharge nurses, pediatrician offices and other means as determined once kits are here.

Motion: Accept delivery of Kits for New Parents and work out how to distribute at a later date (Adubofour/Gutierrez – motion passed, 6-0)

Commissioner Snider advised serious thought be given to the distribution as many in place systems are already overloaded and we should make sure the kit's are discussed and gone over as opposed to just being handed out.

5. Evaluation Update Report – Harder+Co.

Pablo Stansbury with Harder+Co., reviewed his handouts and addressed the Commission concerning evaluation and capacity building. Goal is to give service providers tools to help them develop an evaluation capacity building framework that will assist them with determining their own outcomes using quantitative and qualitative data. He suggests a community advisory board consisting of diverse members (parents, service providers, professionals in the field) in a round table discussion and proposed the discussion of the benefits of a web-based data warehousing system. He also stated the data acquisition of client surveys and assessments, service provider reports and self-assessments, would all fit into a web based data management system.

Commissioner Gutierrez questioned how this could be institutionalized and it was pointed out that there would need to be a more collaborative approach between service providers.

Commissioner Adubofour wondered how soon the contractors will have access to these particular guidelines for evaluation, with the Program Coordinator advising the Commission that the process has already started and one or more advisory committees that report to the commission are part of the planning process.

Joan Richards, Family Resource & Referral Agency, advised the Commission that school readiness is a topic that is already being addressed throughout the state. She will share information she acquires with the Commission.

6. Planning Committee report

Commissioner Vera expressed the Planning Committee's concern that there isn't enough time between presentation of new issues to vote on and the actual vote. The Committee believes this could be a hindrance to the decision making process, a once a month meeting isn't enough time to analyze and discuss current issues and how the strategic plan is working, therefore they suggest a retreat dedicated to this purpose and more frequent meetings may be something to think about.

The Committee would like to utilize the services of Harder + Co. for this updating process as well. They would like to see a more solid contract with Harder + Co. to avoid so many amendments and adjustments being brought before the board. The Program Coordinator advised that there is discussion on creating a line item in Harder + Co.'s proposal that would allow for these "as needed" expenses and a formal proposal will most likely be presented to the board next month for vote.

7. Approve Planning Committee recommendations on services mapping

Commissioner Vera gave an overview of Lois Lang's proposal of service mapping, which will look at services that exist within the county. It will identify what programs and services exist on a map, including what the service is as well as where it is offered. It's believed that this will assist with Round 3 proposals and would also assist with identifying possible duplication of services.

Commissioner Gutierrez, asked how this would be paid for. The Program Coordinator informed the Commission that this service would be paid for from the operating budget and not via an RFP from the trust fund.

Commissioner Vera responded to Commissioner Adubofour's request for definition of what exactly would be on the map. It would include: 1) Service providers, 2) Where are they located, 3) What is the service being provided, 4) Who they intend to serve, and 5) Their potential outcomes. The cost of the service hasn't been finalized. Commissioner Adubofour expressed concern for duplication of other already existing maps. Joan Richards stated that the existing maps are not this detailed nor do they contain the detailed information this commission needs.

Commissioner Fuji stated a belief that this type of a map would aid us in the systems integration as we don't really have a comprehensive idea of what is actually in our community, until we know that, in his opinion, we are not able to really serve our public.

Motion: Accept option one, to move forward with the mapping recommendation from the planning committee. (Fuji/DePolo - Motion passed; 6-0)

Nathana Humphrys - Head Start, sees baseline community map as essential to everyone. It would assist with decisions on how to better use the money and hit the pockets of the population that are now being missed.

8. RFP technical assistance training will be delayed a month and placed on the agenda for next months meeting.

9. Public Comments

Ms. Wallace missed the deadline to respond to the decision made on her request for proposal and has asked for special permission and dispensation to be able to review the comments made by the review panel with the Program Coordinator. She was advised to send a letter to the Program Coordinator so it can be put on the next agenda and voted on. Discussion ensued on opening this request to all applicants of Round 1 RFP's. Next months agenda will have Ms. Wallace's specific request and the issue of notifying other agencies that this may be available to them as well.

10. Commissioner Comments

Commissioner Vera responded to Commissioner Gutierrez about the State developing a common tool for everyone to use for the evaluation process. He believes this would be problematic as different counties have different needs and the State has a very poor track record on putting together any kind of statewide system as they relate to social services. The Program Coordinator stated the Cal-Learn program statewide evaluation tool seems to be working. Commissioner Gutierrez believes that the flexibility of Prop 10 funding could be an asset in this process. He also commented on his questions sounding like statements, as the elected representative on this commission he needs to feel comfortable responding and inquiring, and he apologized if he seems to over scrutinize, but feels it's his duty to do so. He feels that Harder + Co. is doing an excellent job and he only wants to make sure that all the processes are followed correctly.

Commissioner Fuji clarified that the extra meetings would be brainstorming meetings and then smaller public meetings for voting.

There is a correction on the date for the next Planning Committee meeting. It is March the 28th, 2001, in the 6th floor courthouse conference room at 4 p.m.

11. *Meeting was adjourned to **Thursday, April 12, 2001 at Public Health Auditorium (1601 East Hazelton Ave) at 7:00 a.m.***
Motion: (Gutierrez/DePolo) Motion passed 6-0